TITLE IV-E/FFP INITIAL ELIGIBILITY DETERMINATION

PURPOSE:

The purpose of this form is to provide a worksheet for the Eligibility Specialist (ES) to determine initial Title IV-E eligibility for a child in out-of-home care. Once Title IV-E eligibility is established, it is maintained throughout the time the Division has custody of the child. The child is no longer eligible the month (s)he turns age 18, unless (s)he is enrolled full time in high school or an equivalent course of study and can reasonably be expected to graduate prior to his/her nineteenth birthday. The form is written in black ink or typed.

NUMBER OF COPIES AND DISTRIBUTION:

The original is retained in the Children's Services Financial Assistance record.

INSTRUCTIONS FOR COMPLETION:

NOTE: This form is designed with a "decision tree" format. Instructions on the form itself will advise the ES when to continue with form completion or when to stop. The ES shall always sign and date the form.

LEGAL STATUS:

Child's Name: Enter the child's name as it appears on the SS-61.

Date of Birth: Enter the date of birth of the child.

Date Child Entered Care: Enter the date the child was placed in DFS custody by the Court.

DCN: Enter the child's DCN.

Legal Removal: Check "No" or "Yes."

Court Ordered Placement: Check "No" or "Yes."

AFDC RELATEDNESS:

Eligibility Month: Check "No" or "Yes." If "Yes," enter the requested information.

REMOVAL HOME:

Physical Removal: Check "No" of "Yes." If "Yes," enter the requested information.
Specified Relative: Check "No" or "Yes." If "Yes," enter the requested information.

DEPRIVATION:

Parental Support: Check "Yes" or "No." If "Yes," enter the requested information.

NEED:

Assets and Income: Enter the requested information and check "Yes" or No."

SIGNATURE:

The ES signs and dates the form.

INSTRUCTIONS FOR RETENTION:

A copy of this form is retained in the Children's Services Financial Assistance record until the child's case record is destroyed as specified in the Alternative Care Handbook.

MEMORANDA HISTORY: CS91-6

CS-IV-E/FFP-3
(02/92)